

## Performance Management

February 21, 2006

**Agency Name:** Department of Environmental Quality

**Contact Person:** Judy Hanson

Steve Welch

**LFD Liaison:** Barbara Smith

**OBPP Liaison:** Eileen Rose

### Project Description:

The 2005 Legislature provided an appropriation to assist with workload issues in the subdivision review program. This purpose of this project is to monitor the implementation of DP 5025 (Subdivision Training and Review OTO)

### Amount Appropriated and Source

#### DP 5025

Subdivision Plat Review

2006	2007
\$ 100,000	\$ 100,000

### Intended Outcome(s):

The appropriation of additional resources will significantly impact the workload of the subdivision review program by reducing overall review time, addition of staff and increase in training to potential applicants.

### Performance Measurement Criteria

1. On line training application development will be contracted by June 30, 2006.
2. On-line training applications will be developed by December 31, 2006. **(Milestone)**
3. On-line training utilization will increase monthly between the date of launch and
4. The number of first submittal approvals will increase by ~17% to 50% within 1 year of

Milestone:	Deadline	Actual
On-line Training Application	June 30, 2006	
On-line Training Application	December 31, 2006	

### Required Reporting Dates

March 9, 2006 meeting of the LFC. Additional reporting intervals will be established at that time.

**LFD Comments:**

The purpose of this funding is to provide training to individuals who submit or may submit subdivision plats for review in order to increase the number of first review approvals, subsequently reducing the number of returned applications. However, at the time of legislative approval, the section supervisor position was vacant. The position was filled in August 2005, the new individual was in an accident and out of work for a significant period of time. Therefore the program has not been implementation and there is no data to report.

PROGRESS: A formal plan is being developed at this time to implement an on-line, interactive, subdivision training and application process which would utilize a DEQ designed standard format interactive application form. The uniform format will guide users through the application development and identify all information needed. Having a standard format on application submittals should allow reviewers to easily find all the required information and will help developers, engineers, realtors, and homeowners filling out the paperwork.

---

ISSUE: The agency is in the process of requesting 2.0 modified FTE utilizing carry forward authority. Target hiring dates are April 17th and July 1. This FTE will not be part of the base budget, the agency will need to seek authority in the 2007 session to continue these FTE. Additionally, given the delay in program implementation, the agency may seek new authority to continue this training program. The legislature may wish to evaluate the success of the program prior to committing any additional funds.

---